



EMERGENCY HOUSING VOUCHERS (EHV)

HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO

EHV Provider Training

September 7, 2021





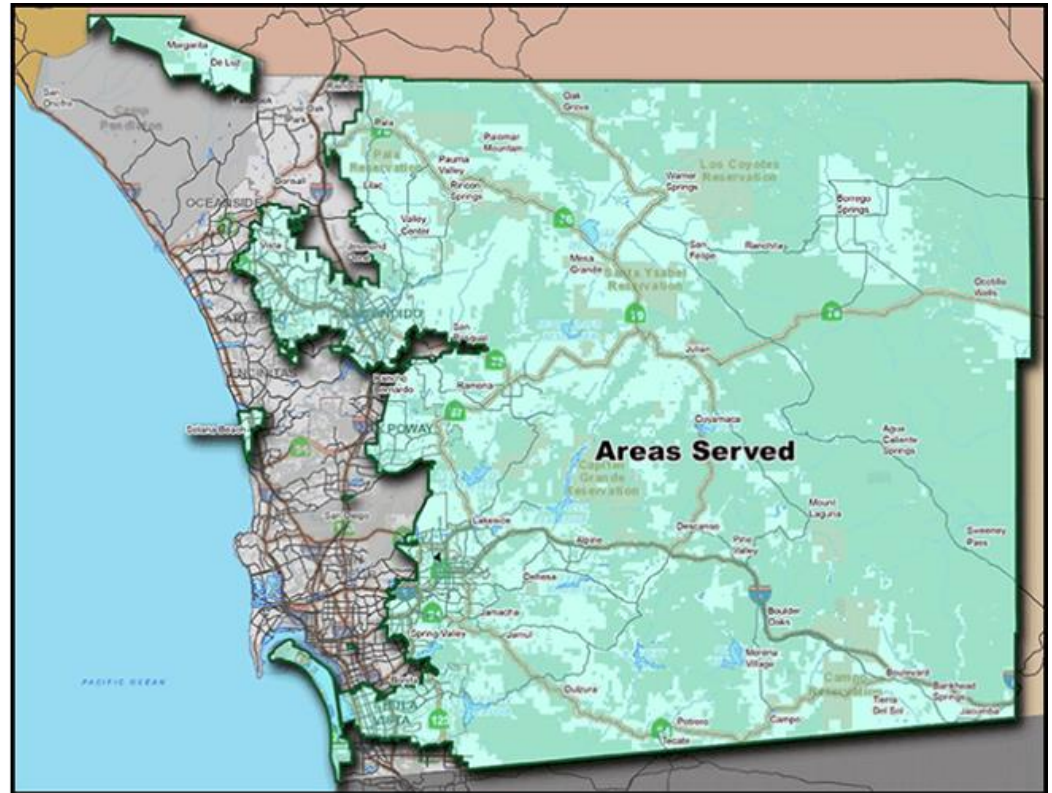
- HACSD received an allocation of 264 EHV vouchers.
- The EHV program provides housing vouchers to eligible individuals and families who are:
 - Homeless,
 - At risk of experiencing homelessness,
 - Fleeing or attempting to flee domestic violence, dating violence, sexual assault, or human trafficking,
 - Recently homeless or have a high risk of housing instability.
- Administered in partnership with Coordination of Care (CoC)/Regional Task Force on Homelessness (RTFH)

HACSD'S JURISDICTION



Includes:

- Chula Vista
- Coronado
- Del Mar
- El Cajon
- Escondido
- Imperial Beach
- La Mesa
- Lemon Grove
- Poway
- San Marcos
- Santee
- Solana Beach
- Vista
- Unincorporated county areas



Does not include the Cities of: San Diego, National City, Encinitas, Carlsbad, Oceanside



Emergency Housing Voucher (EHV) is rental assistance program that serves individuals and families who meet income limit requirements as established by HUD.

- Residents will pay approximately 30% of income towards rent portion.
- Household income cannot exceed 50% of the Area Median Income (AMI) at admission of the program.

INCOME LIMITS



LIVE WELL
SAN DIEGO

San Diego County Income Limits Effective April 1, 2021			
FAMILY SIZE	80% of AMI Low Income	50% of AMI Very Low Income	30% of AMI Extremely Low Income
1	67,900	42,450	25,450
2	77,600	48,500	29,100
3	87,300	54,550	32,750
4	97,000	60,600	36,350
5	104,800	65,450	39,300
6	112,550	70,300	42,200
7	120,300	75,150	45,100



CRIMINAL BACKGROUND CHECK (24 CFR 982.533)

As a regulatory requirement for criminal activity, PHA must deny admission if applicant is:

- Subject to lifetime sex offender registration
- Convicted of manufacture or production of methamphetamine on the premises of federally-assisted housing

REQUIRED DOCUMENTATION

APPLICATION

**Local Rental Subsidy Program
(LRSP) and High Risk Homeless
(HRH) Program**



☐ Supplemental Application

All Other Applicants



☐ Full Application

☐ Supplemental Application



LIVE WELL
SAN DIEGO



REQUIRED VERIFICATIONS

- Applicants complete HACSD forms with all pertinent information
 - Personal Declaration and Questionnaire for Rental Assistance booklet
 - HMIS Release of Information
 - Declaration of Citizenship or Lawful Permanent Resident Status Form (1 for each adult) or Declaration of Non-Contention on Immigration Status
 - All adults must sign all paperwork



■ SUPPLEMENTAL FORMS

Forms included in the referral supplemental packet:

- ☐ Housing Navigation Services and Resource Assessment Questionnaire
- ☐ Consent and Authorization for Release of Information Form*
- ☐ Certification of Homelessness*
- ☐ Certification for Survivors (domestic violence, dating violence, sexual assault, stalking, or human trafficking)*

*As needed for referred priority level. Additional consent forms may be required if referral was not made through CES. (ex. survivor referrals)

REQUIRED DOCUMENTATION



LIVE WELL
SAN DIEGO

Applicants will need to provide all income documentation needed to establish eligibility and to compute assistance

- Paystubs for last 3 months
- Social Security/ SSI Award Letter
- Verification of VA Benefits/ Pension
- Verification of Child Support or Alimony Received
- Verification of CalWORKs, GR, and/or Food Stamps
- UIB, SDI, Workers Compensation, Retirement
- Regular Contributions
- Bank Statements for past 3 months
- Life Insurance
- Student Registration and Financial Aid Award letter
- Medical Expenses (out of pocket costs)
- Disability Verification (if not receiving SSI)
- Childcare Expenses

REQUIRED DOCUMENTATION



LIVE WELL
SAN DIEGO

- Applicants will need to provide vital records to confirm legal status
 - Social Security cards for all household members who have been issued a number The name on the SS card is what will be used to be submitted to HUD. If name has changed, SS card should be updated.
 - Certified Birth Certificates or U.S. Passports or Certificates of Naturalization for all household members. Hospital birth certificates, adoption records, baptismal certificate, military discharge (DD 214), custody agreement can also be used temporarily.
 - If a Legal Resident, will copy of front and back of Resident Card.
 - If not a legal resident, needs to complete Declaration of Non-Contention on Immigration Status
 - Photo I.D. for all adults (can be DMV issued, VA issued, school issued, etc.)



Applicants Determined eligible:



- ☐ Applicants found eligible will be given appointment to attend briefing.
- ☐ EHV caseworkers will also be notified of appointment.

Applicants Determined Ineligible:



- ☐ Applicants found ineligible for program will be notified and advised they may request an Informal Review to appeal the decision



- **LEASING BONUS:** Landlords may receive up to \$500 for each new unit newly leased \$250 for each additional unit
- **APPLICATION EXPENSES:** Financial assistance of up to \$35 may be paid directly to landlords to cover applicant costs, such as application fees and credit reports
- **SECURITY DEPOSIT AND UTILITY ASSISTANCE:** Up to two months' rent security deposit and \$100 in utility assistance

APPLICATION PROCESS



Community Based Organization (CBO) completes CES Survey



COC makes referral match and alerts the PHA and CBO



PHA contacts CBO Point of Contact to begin application process



CBO Point of Contact completes and submits application to PHA



PHA begins eligibility determination process

QUESTIONS

